



International Association
of Business Communicators
Ottawa

IABC Ottawa General Meeting Agenda

June 20, 2017 - 5:30 to 6:00 PM

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| 1. Call to Order & Confirm Quorum | Dominique Jolicoeur |
| 2. Highlights of 2016-2017 Season | Dominique Jolicoeur |
| a. Professional Development | Samantha Rae Ayoub & Sharon Cheung |
| b. Leadership Development | Jennifer Arnold |
| c. Membership | Gillian Magnusson & Mark Brownlee |
| 3. Financial Report | Dominique Jolicoeur |

4. Vote on 2017-2018 Board Positions

"I move that we ratify the slate of officers for the 2017-2018 IABC Ottawa Board of Directors."

Discussion, if any

Voice vote

5. Approval of Revisions to the IABC Ottawa Bylaws

"I move that we approve these proposed changes to Article 2: Section 2 of the IABC Ottawa Bylaws"

Change 1

Existing Section

Officers. The officers of the chapter, and therefore members of the Board of Directors, shall be the:

- President;
- Past-President;
- Executive Vice President
- Executive Secretary;
- Vice-President, Communications;
- Vice-President, Marketing
- Vice-President, Finance;
- Vice-President, Membership;
- Vice-President, Professional Development;
- Vice-President, Special Events
- Vice-President, Sponsorship
- Vice-President, Volunteer;
- and such other positions as may from time to time be created by the Board of Directors.

Change Proposed

To reflect the needs of the chapter update the list of officers to read:

- President;
- Past President;
- Executive Vice-President;
- Executive Secretary;
- Vice-President Marketing Communications;
- Vice-President Finance;
- Vice-President Membership;
- Vice-President Professional Development;
- Vice-President Leadership Development;
- Vice-President Chapter Development;
- Vice-President Community Engagement;
- and such other positions as may from time to time be created by the Board of Directors

Change 2

Existing Section

The President shall act as the representative of the chapter at IABC District 2 meetings.

Change Proposed

Change to reflect the current region name and role of the chapter by changing statement to: The President shall act as the representative of the chapter on the IABC Canada East Region Board of Directors.

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"I move that we approve these proposed changes to Article 12: Section 3 of the IABC Ottawa Bylaws"

Existing Section

Signing Authority. Any cheque, draft or other instrument drawn on an IABC Ottawa account shall be signed by the Vice-President, Finance and at least one other member of the Board as designated by the Board. The board may make policies directing the precedence of signing officers.

Change Proposed

Signing Authority. Any cheque, draft or other instrument drawn on an IABC Ottawa account shall be signed by at least two signing officers as designated by the Board. The board may make policies directing the precedence of signing officers.

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| 6. Introduction of Incoming President | Dominique Jolicoeur |
| 7. Remarks by Incoming President | Kaleigh Maclaren |
| 8. General Question and Answer | Dominique Jolicoeur & Kaleigh Maclaren |
| 9. Motion to adjourn | |
| Motion by Dominique | |
| "I move that the 2017 Annual General Meeting be adjourned" | |

Adjourn and continue with the celebration of the evening!